Commercial Advantage



Access Commercial Loan Information Reporting via Legacy Reports

For customers familiar with accessing Loan Reporting information within BeB, a new process to find and view this information in Commercial Advantage is listed below.

Commercial Advantage

1. Log in to Commercial Advantage. Hover over Reporting, then select Legacy Reports.

First Citizens Bank	Home	Payments & Transfers	Fraud / Risk Management	Reporting	Administration & Settings	Help		March Street	
Home				Balance and T Download	fransaction Reporting		Add Widget		~
Transfers			\rightarrow	Report Manag Legacy Repor eStatements	pement ts				¢
⊕ Add Transfer ⊕ File	Import			Credit Advice Image Search	Report		e c	• 04/01/2022 08:40 AM	м
Select fields		•					Upcomin	ng Transfers 🔹 💋 Filter	/6

2. Select Edit.

Legacy Reports			Add Widget	~
Legacy Reports Search Criteria Edit				*
Report ID All	Description All	Date Today	File Type All	

3. Click on the drop-down arrow to select a **Report ID** from the list. Select Loan Information Reporting.

Note: ACH Full Block Exception Report may not be visible by all users. The user may only see the report if they are enrolled in that service.

Legacy Reports	Add Widget	~
 Legacy Reports Report ID ACHFulBlockExceptionReport ACHFulBlockExceptionReport -ACHFulBlockExceptionReport -ACHF		*

Commercial Advantage



4. Choose a **Description**.

Legacy Reports	Add Widget	~
Legacy Reports		*
Report ID		
Description		
ACH Full Block Exception Report		
C Report Date C Report Date		

5. Select the **Date** range by clicking the calendar icon . Choose from either the **Report Date** or the **Load Date** radio buttons. Once the report criteria is complete, click on the **Search** button.

egacy Reports	Add Widget	~
Legacy Reports		*
Report ID		
-Loan Information Reporting	*	
Description		
Loan Information Reporting ×		
Date		
02/27/2022 - 04/27/2022		
○ Report Date ● Load Date		
File Type		
	Ŧ	
Search		

6. The report list is displayed as below. Click on the View link to view the report.

legacy Report	15						
Search Criteria F	Edit						
Report ID	Description	1	Date		File Type		
				07.0000			
-Loan	Information Reporting Selected 1 Selected	1	02/27/2022 - 04	/2//2022	All		
-Loan	Information Reporting Selected 1 Selected	1	02/27/2022 - 04	12172022	All		
-Loan	Information Reporting Selected 1 Selected	i	02/27/2022 - 04	/2//2022	All		
-Loan Filter Select 1 Actions	Information Reporting Selected 1 Selected	Description	02/2//2022 - 04 Report Date	Load Date	All File Type	Number of Pages	*
-Loan Filter Select t	Information Reporting Selected 1 Selected	Description	02/2//2022 - 04 Report Date 04/07/2022	Load Date 04/08/2022 11:04:11	All File Type Report	Number of Pages	*
-Loan Filter Select	Information Reporting Selected 1 Selected	Description Loan Information Reporting Loan Information Reporting	02/27/2022 - 04 Report Date 04/07/2022 04/07/2022	Load Date 04/08/2022 11:04:11 04/07/2022 15:48:26	All File Type Report Report	Number of Pages	夺

Commercial Advantage



7. The report will be displayed in the following format.

Lo	an Information Re	eporting						
								Export As 👻
::= 1 of	12 Q				-	+ ବୁ ।		▲ 匝 ∀ → ∀ → ⊘ ╚ ⊝ 円 竣 ^
								FirstCitizensBank
	LOAN INFORMATION REPO As Of 04/07/2022	RT						
	Loan Type	Facility/ Loan Account Number	Facility/ Loan Accour Name	Amount	Balance	Available Balance	Date	
	Revolver/Standard Bankers Acceptance	Rev	volver	\$	12 12 2		11/03/2020 01/25/2017	
	Bankers Acceptance Bankers Acceptance Loan	=			888		11/21/2019 03/20/2017 07/20/2017	
	Revolver/ReducingTerm SBLC Guarantee	Loa	an	\$	221		11/03/2020 01/25/2017	